

[DATE]

Dear Applicant:

Subject: Supplement to Application

Applications filed after January 1, 1998, are required to include the following information:

1. Category
2. Need for hearing
3. Issues
4. Schedule

A well-prepared application should contain a clear and concise summary of the issues that the Commission is being asked to resolve. If your application already contains a summary of the issues to be considered by the Commission, simply indicated on the form the section or page of your application, where the issues are summarized. If your application does not contain this information, please summarize the issues on the attached form or on a separate page.

Attachments

## Scoping Memo Information For Applications

### A. Category <sup>1</sup> (Check the category that is most appropriate)

**Adjudicatory** - "Adjudicatory" proceedings are (1) enforcement investigations into possible violations of any provisions of statutory law or order or rule of the Commission; and (2) complaints against regulated entities, including those complaints that challenge the accuracy of a bill, but excluding those complaints that challenge the reasonableness of rates or charges, past, present, or future.

**Ratesetting** - "Ratesetting" proceedings are proceedings in which the Commission sets or investigates rates for a specifically named utility (or utilities) or establishes a mechanism that in turn sets the rates for a specifically named utility (or utilities). "Ratesetting" proceedings include complaints that challenge the reasonableness of rates or charges, past, present or future. Other proceedings may also be categorized as ratesetting when they do not clearly fit into one category.

**Quasi-legislative** - "Quasi-legislative" proceedings are proceedings that establish policy or rules (including generic ratemaking policy or rules) affecting a class of regulated entities, including those proceedings in which the Commission investigates rates or practices for an entire regulated industry of class of entities within the industry.

### B. Are hearings necessary?      Yes \_\_\_\_      No \_\_\_\_

If yes, identify the material disputed factual issues on which hearings should be held, and the general nature of the evidence to be introduced.

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Are public witness hearings necessary?    Yes \_\_\_\_    No \_\_\_\_

Public witness hearings are set up for the purpose of getting input from the general public and any entity that will not be a party to the proceeding. Such input usually involves presenting written or oral statements to the presiding officer, not sworn testimony. Public witness statements are not subject to cross-examination.

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<sup>1</sup> See California Public Utilities Commission Rules of Practice and Procedure, Article 2.5, especially Rules 5 and 6a, which appear on the Commission's internet page: ([http://www.cpuc.ca.gov/rules/table\\_of\\_contents.htm](http://www.cpuc.ca.gov/rules/table_of_contents.htm)) under the Rules of Practice and Procedure

**C. Issues -** List here the specific issues that need to be addressed in the proceeding.

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**D. Schedule (Even if you checked "No" in B Above)** Should the Commission decide to hold hearings, indicate here the proposed schedule for completing the proceeding within 12 months (if categorized as adjudicatory) or 18 months (if categorized as ratesetting or quasi-legislative).

The schedule should include proposed dates for the following events as needed:

- \_\_\_\_\_ Prehearing conference
- \_\_\_\_\_ Hearings
- \_\_\_\_\_ Briefs due
- \_\_\_\_\_ Submission
- \_\_\_\_\_ Proposed decision (90 days after submission)
- \_\_\_\_\_ Final decision (60 days after proposed decision is mailed)